



TOURIST ACCOMMODATION UNIT PREQUALIFICATION APPLICATION

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The California Tahoe Conservancy Land Bank

The Conservancy acquires properties for the Land Bank Program from willing sellers. Once acquired, the development potential on these properties is retired. The land is restored, and the restoration credits, land coverage, or other rights are stored in the Land Bank, for ultimate conveyance to parcels that are eligible to receive the rights pursuant to Tahoe Regional Planning Agency (TRPA) and local regulations. These rights are available for purchase and transfer to eligible public and private projects on a first-come, first-serve basis.

Parcel Eligibility

A parcel's eligibility to receive rights via transfer is dictated by the TRPA Code of Ordinances. All parcels may not be eligible to receive additional rights. Please visit the [TRPA website](#) for more information.

Prequalification Application Form

All Prequalification Applications received by the Conservancy are treated on a first-come, first-serve basis. A separate application must be submitted for each parcel receiving Tourist Accommodation Unit(s). Please refer to the [Select Marketable Rights Price List](#) for eligibility, requirements, fees, and other criteria.

All applicants must submit project plans prior to submitting this application form to transfer Tourist Accommodation Unit(s).

Administrative Transaction Fee - \$800

Buyer shall submit a non-refundable \$800 administrative transaction fee with the complete application package, by check or money order made payable to the California Tahoe Conservancy, for transactions exempt from the California Environmental Quality Act (CEQA).

CEQA Fee - \$2,500 (If applicable) - See CEQA section below for details.

Timeline

The transaction could range from two to six months, depending upon the circumstances.

TOURIST ACCOMMODATION UNIT PREQUALIFICATION APPLICATION

Part 1 - Applicant Information

Owner(s) shown on Grant Deed:

Consultant or designated contact person:

Name: _____

Mailing Address: _____

Telephone: _____

Fax: _____

E-mail: _____

If title is held in a corporation, trust, property owner's association, list:

Name of corporation, etc.: _____

Name of signer: _____

Capacity of signer: _____

Applicant requests the Conservancy send documents to the following party via:

☐ U.S. mail to: _____

☐ E-mail to: _____

Part 2 - Eligibility Criteria

Applicant is required to submit plans for project approval with the City, El Dorado County, Placer County, and/or the Tahoe Regional Planning Agency (TRPA) within prior to submitting this application.

Jurisdiction reviewing plans:

- ☐ City of South Lake Tahoe (City)
- ☐ El Dorado County
- ☐ Placer County
- ☐ TRPA

Permit or Application Number (if known): _____

Jurisdiction's contact person (if known): _____

Part 3 - Project IdentificationType of project: ☐ New ☐ Addition

Description of project: _____

Project Location: _____

Physical Address: _____

Assessor's Parcel Number: _____

Previous Assessor's Parcel Number (if any): _____

Estimated cost due to Conservancy (Conservancy staff will request later):

Number of Units to transfer:	_____
Cost per Unit - Link to price list :	\$ _____
Subtotal:	\$ _____
Administrative fee (due with application):	\$ <u>800.00</u>
Escrow fee:	\$ <u>200.00</u>
TOTAL estimated amount due (later):	\$ _____

Estimated other agency costs for this transaction (Conservancy staff will request later):

TRPA permit application fee	\$618.00
City transfer fee (if applicable)	(\$165.00)

Part 4 - Environmental Documentation (CEQA)

Has an Environmental Impact Report or Negative Declaration:

Been filed for this project?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Will one be required if not yet filed?	<input type="checkbox"/> yes	<input type="checkbox"/> no

Note: If an environmental document is required for your project, or if an environmental document is required by another agency, then action is required by the Conservancy Board. If there is an existing environmental document, then action is required by the Conservancy Board. The Conservancy holds Board meetings as needed, four to six times a year, and typically on the third Thursday of the month. Please allow an additional three to five months to complete this type of project. Buyer shall pay a non-refundable \$2,500 fee for transactions requiring a CEQA document, made payable to the California Tahoe Conservancy, in addition to the above referenced standard administrative transaction fee. The CEQA process is separate from, and does not include, the TRPA Environmental Checklist. TRPA is not subject to CEQA.

Part 5 - Required Documentation

- ☐ Grant Deed;
- ☐ Site Plan must contain the following:
 - Assessor's Parcel Number
 - Bailey score
 - Area of property
 - Existing Tourist Accommodation Units (if any)
 - Proposed Tourist Accommodation Units
 - Maximum Tourist Accommodation Units
- ☐ Copy of TRPA, City, or County permit application (when available);
- ☐ Bailey score - submit copy of verification or assessment;
- ☐ \$800 non-refundable administrative transaction fee, made payable to the California Tahoe Conservancy (submit with application); and
- ☐ \$2,500 non-refundable additional fee made payable to the California Tahoe Conservancy for projects requiring an environmental document. *(If applicable, submit with application).*

I declare under penalty of perjury that all the information contained in this application is true to the best of my ability and that the property is legally eligible for development and to receive these rights. I understand that the amount of Commercial Floor Area which I propose to purchase is subject to the Land Bank's supply, and review and approval of the Conservancy and any applicable regulatory agency. I further understand that I will not be able to purchase more than the amount of rights needed for the above project and which can be transferred onto the subject property.

Applicant Signature: _____

Date: _____

Mail or hand-deliver Prequalification Application with requested fees and attachments to:

California Tahoe Conservancy
 Attention: Land Bank Program
 1061 Third Street
 South Lake Tahoe, California 96150

CONTACT:

Consultation is by appointment only, drop-ins will not be accommodated.

Amy Cecchetti,
Public Land Management Specialist III
(530) 543-6033
amy.cecchetti@tahoe.ca.gov

or

Kevin Prior,
Administrative Officer
(530) 543-6016
kevin.prior@tahoe.ca.gov

or

Christine West
Staff Services Analyst
(530) 543-6006
christine.west@tahoe.ca.gov

For Conservancy Use Only:

Received Date: _____

By: _____

Parts 1-5 complete: ☐ Yes ☐ No

Date Administrative Fee received: _____

Administrative Fee Amount: \$ _____

Comments: